

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Saturday, June 17, 2023
Fairmont Palliser Hotel, 133 – 9th Ave SW., Calgary, AB

A meeting of the CDRAF Board of Directors took place on Saturday, June 17, 2023 at 8:30 a.m. MST.

PARTICIPANTS:

*Dr. Denis Bourgeois, Registrar, New Brunswick Dental Society
Dr. Maurice Coady, Registrar, Dental Council of Prince Edward Island
Dr. Randall Croutze, Chief Executive Officer, College of Dental Surgeons of Alberta
*Ms. Caroline Daoust, Directrice générale et secrétaire, L'Ordre des dentistes du Québec
Mr. Daniel Faulkner, Registrar and CEO, (CDRAF Chair), Royal College of Dental Surgeons of Ontario
Dr. Arun Misra, Registrar, (CDRAF Vice-Chair), Manitoba Dental Association
*Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board
Ms. Anita Wilks, Executive Director, Strategic Engagement and Communication, British Columbia College of Oral Health Professionals
*Dr. Dean Zimmer, Acting Registrar, College of Dental Surgeons of Saskatchewan

STAFF:

Dr. Jack Gerrow, CDRAF Executive Director
Ms. Angie Sherban, CDRAF Executive Assistant

REGRETS:

Dr. Chris Hacker, Registrar, British Columbia College of Oral Health Professionals
Dr. Doug Mackey, Registrar, Provincial Dental Board of Nova Scotia

MEMBER REPRESENTATIVES AND REPRESENTATIVES OF OTHER ORGANIZATIONS:

Dr. Izchak Barzilay, Chair, Board of Directors, Royal College of Dentists of Canada
Dr. Mintoo Basahti, Past-President, College of Dental Surgeons of Alberta
Dr. Lee Darichuk, President, College of Dental Surgeons of Alberta (until 9:30am)

Mr. Frédéric Duguay, Executive Director, Commission on Dental Accreditation of Canada

Mr. Sean Gehring, Examinations Director, Royal College of Dentists of Canada

Dr. Russell MacSween, Chair, Provincial Dental Board of Nova Scotia

Dr. Paul Major, President, Association of Canadian Faculties of Dentistry

Dr. Debora Matthews, Chair, Commission on Dental Accreditation of Canada

Ms. Amandine Perdabet, General Manager, Royal College of Dentists of Canada

Dr. Amarjit Rihal, President, The National Dental Examining Board of Canada

*Dr. James Taylor, Chief Dental Officer of Canada

*Mr. Jerry Zhang, Chair, Audit Committee, Commission on Dental Accreditation of Canada

*Participated via Zoom videoconference.

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair, Mr. Faulkner, called the meeting to order at 8:30 a.m. Dr. Darichuk made a very personal Land Acknowledgement. Participants introduced themselves.

2. APPROVAL OF AGENDA

The agenda was approved, as circulated.

MOTION #1: Crounze/Coady

THAT the agenda of the meeting of June 17, 2023, be approved, as circulated.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETING

The CDRAF Board was provided with draft minutes from the Board meeting of February 17, 2023. Dr. Gerrow reminded Board members to approve the minutes electronically when they are circulated.

MOTION #2: Misra/Coady

THAT the minutes of the CDRAF Board meeting of February 17, 2023 be approved, as circulated.

CARRIED
(Unanimously)

4. BUSINESS ARISING

4.1 National Competency Standards for General Dentists

The CDRAF Board was provided with a revised draft national competency (KSA) document (and red-lined copy) for review. Dr. Gerrow stated that the document was revised following the discussion and comments received at the ACFD Board meeting on March 11, 2023.

Dr. Gerrow reviewed the recent revisions made:

- Page 2, under 'Competence'. Revised wording on how graduates would demonstrate that they are competent safe beginners.
- #3 - 'Oral Medicine and Pathology'. Wording was revised to clarify pre-clinical experience with detecting unusual pathologic lesions on radiographs. Competence in interpreting standard dental radiographs is covered in a different section.
- #6 - 'Endodontics'. Preclinical and Clinical Competence in pulpotomy/pulpectomy (previously shown as 'Experience').
- #7 - 'Prosthodontics'. Clinical Competence for removeable partial dentures (previously shown as 'Experience'). Preclinical and Clinical Competence in complete dentures (previously shown as 'Experience').
- #9 - 'Operative'. Clinical Competence in Post/Core (previously shown as 'Exposure').
- #10 - 'Oral Surgery'. Clinical Experience in complicated extraction (previously shown as 'Exposure').

Dr. Croutze asked if there was any role the regulators can play to assist the dental programs. Dr. Gerrow reported that the national role is with the new Federal Dental Care Plan and Health Canada needs to ensure that the dental schools are involved in the planning and delivery process for this national Plan.

Dr. Taylor noted that this was brought to the attention of the Health Canada Task Force and the Minister of Health has met with the Deans of dental schools.

The Registrars were generally supportive of the revisions to the KSA document with some discussion around the revised definition of competence. Dr. Gerrow advised that the document will be circulated to the ACFD, NDEB and CDAC for final review and endorsement. DRAs may

wish to circulate again to their Councils/Boards and it was suggested that the respective Dean in each jurisdiction be invited to provide feedback given their understanding of competence and how the programs are delivered.

The document will also be posted on the CDRAF website for consultation with a deadline for comment of September 15. Any feedback and a final document will be brought back to the CDRAF Board for final approval at its meeting on October 20, 2023.

4.2 Commission on Dental Accreditation of Canada (CDAC)

Dr. Matthews introduced Mr. Zhang, Chair of the CDAC Audit Committee.

Dr. Matthews and Mr. Duguay gave a presentation to the CDRAF Board on the role of CDAC and its relationship with DRAs. A copy of the presentation was provided in the meeting resources.

Dr. Matthews outlined the history of CDAC and the recent work to become an independent entity with a new governance structure comprised of an 11-member Board.

One of the key recommendations from the Governance Review Steering Committee was a new funding model. This funding proposal is for a five-year commitment from regulatory authorities and national examining/certification boards. As well, there will be an increased cost recoupment from education programs.

The recommended new funding model will start in 2024. Dr. Matthews stated that this new funding model was developed and approved by the CDAC Board to ensure more predictability and sustainability in budget planning for CDAC.

The proposed average fee for dentistry between 2024 and 2028 is \$34.71, with fee changes as follows:

- 2023 \$22.87
- 2024 \$36.41
- 2025 \$35.29
- 2026 \$34.70
- 2027 \$33.76
- 2028 \$33.40

Mr. Zhang noted that the budget will be reassessed after three years and may be adjusted, as required.

Dr. Matthews stated that next steps will be to have regulators sign funding agreements. The CDAC Board wants to ensure the process is as efficient as possible and on behalf of CDAC, she offered to address DRA Councils/Boards and respond to any questions that may arise on the new funding model. Ms. Daoust asked that a presentation be made in French to ODQ.

Dr. Major stated that the increased funding model will create serious issues for dental schools, especially in light of funding cuts by provincial governments. The cost may have to be borne by students, which is not an ideal solution.

There was a lengthy discussion on this issue. Some of the regulators are satisfied with the new model and some have significant concerns.

Questions were raised regarding:

- Can CDAC commit to modernized accreditation practices that may improve effectiveness and efficiency?
- Can there be a reduction in costs by moving CDAC to new premises?
- Comparisons with other accreditation agencies. Dr. Matthews undertook to provide a table of cost comparisons to the CDRAF Board.
- Is there too much reliance on regulator funding for a model that has significant benefit to the training institutions?
- Will proposed agreements between CDAC and individual DRAs be customized to each province?

There was a suggestion to add a surcharge for graduates of dental programs covered by reciprocal agreements. CDAC agreed to discuss this suggestion further with the NDEB.

The CDRAF Board agreed that each DRA will require consultation and consideration by their respective Councils/Boards to accept the funding model. Mr. Faulkner asked for financial information on overhead and accreditation costs over the last five years and projected over the coming

five years. It is important to demonstrate what factors are contributing to the significant cost increases for regulators.

4.3 National Assessment of Dental Specialists

Dr. Barzilay thanked CDRAF for the opportunity to attend the meeting. He referred the CDRAF Board to the letter announcing the engagement of Sean Gehring, Director of Examinations, who will be responsible for the strategic planning, development and implementation of the National Dental Specialty Examination (NDSE) in 2024. Mr. Gehring will officially start with RCDC in mid-June.

Mr. Gehring presented on the implementation plan for NDSE, together with key dates for budget planning, website and NDSE application deadlines.

He emphasized the need for stakeholder engagement and advised that he would contact DRAs, ACFD, CDSA and CDAC in the coming weeks. Dr. Rihal offered assistance from NDEB, when required. Ms. Perdebat noted that a member of NDEB has been appointed to the NDSE Oversight Committee.

Mr. Gehring stated that the cost of the NDSE has not been established yet. The CDRAF Board requested a copy of Mr. Gehring's presentation.

4.4 CDRAF Multi-Stakeholder Working Group to review Certification Processes

Mr. Faulkner reported that the Working Group has held several meetings since December 2022, the most recent meeting was held in Ottawa on June 5 and 6, 2023. The meeting was held at the invitation of NDEB who provided a detailed overview of the Equivalency Process. The psychometrician from NDEB was also in attendance at the meeting.

The Working Group identified some potential revisions that NDEB could consider:

1. De-coupling the clinical skills and situational judgement examinations.
2. Continuing to review and enhance the Equivalency Process for fairness and transparency.
3. Giving consideration for additional preparation for Equivalency Process candidates.
4. Using existing data and information to conduct outcome studies.

On the second day of the meeting, the Working Group reviewed communications that occurred between DRAs with Fairness Commissioners and Government, as well as letters received from internationally trained dentists.

The RCDSO Communications Director and NDEB's communications staff were asked to develop a communications strategy that will ensure consistency in messaging about examinations.

In January 2023, ACFD made an application to Employment and Social Development Canada for funding a new pathway to facilitate the certification process for internationally trained dentists who are closer to meeting the minimum competency standards of a Canadian trained dental graduate. When a decision on the grant application is received, the Working Group will meet to assist ACFD in implementing the project or look at other pathways identified in the submission. NDEB has committed to work with the Working Group and review its existing data from the equivalency process.

Mr. Faulkner reported that DRAs are confident in the NDEB examinations and processes available, but there are always opportunities for improvement.

5. FINANCIAL

Dr. Croutze referenced the draft 2022 financial statements and auditor's letter dated March 10, 2023, stating satisfaction with financial processes. Dr. Gerrow added that he discussed the outstanding items with the auditor.

Dr. Croutze identified the following:

- A net increase in assets from \$191,796 in 2021 to \$241,917 in 2022.
- Member fees in 2022 were \$271,887.
- Total expenses in 2022 were \$229,381.
- Excess of revenue over expenses in 2022 were \$42,506.

MOTION #3: Croutze/Misra

THAT the CDRAF Board accepts the financial statements for December 31, 2022, as presented.

CARRIED
(Unanimously)

MOTION #4: Croutze/Daoust

THAT the CDRAF Board reappoints Hendry Warren LLP to conduct the audit for 2023.

CARRIED
(Unanimously)

6. CDRAF STRATEGIC PLAN AND STATUS UPDATE

Dr. Gerrow referred the CDRAF Board to the strategic plan tracking document in the resources. He and the incoming Chair, Dr. Misra, will meet with an individual to obtain guidance for initiatives at the October Board meeting related to cultural safety, humility and reconciliation.

The CDRAF Board will be asked to submit summaries of their initiatives and policies developed related to Equity, Diversity and Inclusion (EDI) for inclusion in the resources for the August 17-18, 2023, meeting.

An in-depth review of the NDEB's processes, service standards and accountability measures was conducted at the CDRAF Board meeting in February 2023 and will continue to be held on a yearly basis.

It is anticipated that a similar in-depth review of the Royal College of Dentists of Canada (RCDC) will be done in the future, at a time to be determined.

An in-depth review of CDAC will be done in 2025 that will allow sufficient time for establishment of the new structure.

Emerging issues will be addressed, as required.

7. CDRAF BY-LAWS

A copy of the CDRAF By-Laws was provided to the CDRAF Board for information.

8. CDRAF REPRESENTATIVES AND OBSERVERS AT EXTERNAL MEETINGS

A meeting schedule for external stakeholders for 2023 was provided for information. Dr. Matthews noted that the correct date of CDAC's Board of Directors meeting should be December 8, 2023.

There was an update provided on other external meetings attended:

1. Dr. Gerrow and Mr. Faulkner attended Federal Task Force meetings to discuss the Federal Dental Care Program, as well as meeting with Human Health Resources (HHR) on Access to Care issues.
2. At the invitation of the Canadian Dental Association (CDA), Mr. Faulkner and Dr. Gerrow attended a meeting on June 16, 2023 to discuss establishing a National Dental Council.
3. Dr. Gerrow and Dr. Taylor met with the Health Canada Task Force to help develop a Human Health Resources data system. They have committed to assist Health Canada with drafting wording for a survey to collect data. They will keep the CDRAF Board apprised of further developments.
4. There will be regular meetings scheduled with the Federation of Dental Hygienist Regulators of Canada (FDHRC) to collaborate on shared issues of interest.

9. NEW BUSINESS

9.1 Oral Health Care Delivered Remotely

The CDRAF Board was provided with correspondence dated November 7, 2022, November 24, 2022, March 27, 2023 and April 6, 2023 from Dr. Trish Lukat, President of the Canadian Academy of Oral and Maxillofacial Radiology (CAOMR). The concerns expressed by CAOMR related to unlicensed dentists (that is, dentists who do not hold an active license in the provincial jurisdiction where the patient resides) who are providing radiographic reporting services in Canada. CAOMR requested CDRAF to address the issue by having all DRAs revise their Standards of Practice to avoid this occurring.

Ms. Foti reported on a Virtual Care Standard of Practice that was recently approved by the RCDSO Council for stakeholder circulation. A copy of the document was provided in the meeting resources for the CDRAF Board's review.

There was full discussion on the requirements for providing virtual care, and recognizing that all legal, professional, and ethical obligations that apply to in-person dental care also apply to dental care delivered virtually.

It was agreed that virtual care may not be appropriate in all circumstances and dentists should use their own judgement to determine when appropriate while maintaining the standard of care.

There was further discussion on liability insurance and providing virtual care outside of the dentist's jurisdiction. This raised many questions and discussion around whether the dentist would be responsible for ensuring they comply with the applicable licensing requirements in that jurisdiction (if the dentist or patient being treated is not local).

It was suggested that a Working Group be established to develop a Virtual Care Standard. Dr. Lukat will be advised of the CDRAF's decision to form a Working Group.

9.2 Draft RCDSO Standard on Virtual Care

As reported in the previous item, this Standard has been approved for stakeholder circulation. A. Foti reviewed the document and explained how the Working Group was established to prepare the document. The Standard sets out requirements that Ontario dentists must adhere to when assessing the appropriateness of virtual care across borders.

The CDRAF Board congratulated RCDSO on this initiative. The CDRAF and any provincial DRA or individual was encouraged to provide feedback to the RCDSO in the consultation process.

10. **CORRESPONDENCE – FOR INFORMATION**

9.1 RCDSO-NDEB Memorandum of Understanding (MOU)

Mr. Faulkner reported that this MOU was prepared in consultation with NDEB and at the advice of the Ontario Fairness Commissioner. There was discussion on this MOU being a national document (with appropriate modification for each jurisdiction) and NDEB will reach out to DRAs in due course.

9.2 Emergency Class of Certificate of Registration

Mr. Faulkner reported on a Directive from the Ontario Ministry of Health that requires all regulated health profession Colleges to create an emergency class certificate of registration, and a regulation amendment was created.

A copy of the RCDSO submission to the Ministry dated May 1, 2023, was provided for the CDRAF Board's information. Ms. Foti added that the colleges were given an aggressive timeline in which to complete this work. The Ministry expects that the final regulation will be complete by August 31, 2023. A Working Group has been created to look at how to implement this emergency class certificate of registration, if required.

There was discussion on liability of supervising dentists for this Emergency Class certificate. As well, concern was expressed about applicants not completing NDEB certification and whether this will pose a risk to the public.

11. OTHER BUSINESS

11.1 RCDC Fellowship

Mr. Faulkner reported that RCDSO recently received two applications from Manitoba for registration. The applicants had not passed the National Dental Specialty Examination (NDSE) and had been awarded a license in Manitoba based on their outcome on the RCDC Fellowship examination. This was provided as an example of how candidates will find ways to circumvent the national standard of licensure.

12. NEXT MEETING

The CDRAF Board Meeting will be held on Thursday, August 17 and Friday, August 18, in-person/hybrid in Toronto, ON.

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 12:00 p.m.

MOTION: Daoust/Bourgeois

THAT the CDRAF Board meeting of June 17, 2023 be adjourned.
CARRIED
(Unanimously)